

VIDEO ARGUMENT PROGRAM DESCRIPTION

NOTICE TO THE BAR

Offsite Video Arguments

Attorneys and *pro se* litigants may present oral argument to the Second Circuit from any video-argument center which is listed on the attached sheet. **Attorneys or *pro se* parties wishing to present their oral argument from a remote site must notify the Calendar Clerk in the Clerk's Office at Foley Square no more than ten (10) business days after the date of the Firm Notice which is the notice informing the parties of the day and time that oral argument has been scheduled. In addition, a party must later confirm the request for a video argument by calling any member of the Calendar Team at 212-857-8595 at least three (3) business days before the argument.**

Using the video centers is easy. On the day of argument, the party at the remote site must telephone the courtroom deputy at 212-857-8595, watch argument on the offsite monitor until the party's case is called, step to the podium and begin oral argument. An assistant at the video-argument center will provide guidance. There is no equipment to operate and there are no special procedures to follow during oral argument.

Just one, or all parties can argue by video conference. Counsel will be able to see and hear each of the judges on a split-screen monitor. The screen will also include a timer so that a party will know how much argument time has elapsed. In the courtroom at 40 Foley Square, each judge can observe counsel arguing at the offsite location on an individual screen on the bench and on a larger monitor, near the podium, facing the bench. Counsel arguing from offsite locations will also be seen on two large monitors which face the audience in the courtroom and which have been positioned on either side of the courtroom at 40 Foley Square. Counsel presenting argument from the courtroom are seen at the offsite centers in a "picture-in-picture" insert. In short, judges, counsel, and spectators in the courtroom will be able to see and hear each other as they would if all were in the courtroom. All voices will be heard over a courtroom sound system. All images will be in color and will show full motion.

For further information about offsite video arguments, please contact the Calendar Team at 212-857-8595.

VIDEO ARGUMENT SITES

| SITE | ADDRESS | VIDEO DIAL-IN NUMBER | VIDEO ROOM PHONE NO. | CONTACT PERSON | CONTACT NO. | CLERK OF COURT | TELEPHONE NO. |
|----------------------|--|----------------------------|----------------------------|--|--|----------------------|------------------|
| Hartford, CT | U.S. Courthouse 450 Main Street Room 344 | 860-692-9448 | | Fidelis Basile Martha Gather | 860-240-3353 860-240-3202 | Kevin Rowe | 203-773-2140 |
| Central Islip, NY | U.S. District Courthouse 1160 Federal Plaza Central Islip, NY 11722 | 631-232-1034 | 631-712-5833 | Astrid Stalis Patricia C.Philbert | 631-712-6090 631-712-6091 | Robert Heinemann | 718-260-2271 |
| New Haven, CT | U.S. Courthouse 141 Church Street Room 159 | 203-781-3534 | | Melissa Ruocco Paul Seabrooke | 203-773-2106 203-773-2206 | Kevin Rowe | 203-773-2140 |
| Albany, NY | James T. Foley U.S. Courthouse 445 Broadway Room 517 | 518-449-5176 | 518-257-1828 | Ken Wasley | 518-257-1804 | Larry Baerman | 315-234-8500 |
| Buffalo, NY | U.S. District Court 304 U.S. Courthouse 68 Court Street | 716-332-7800 | | Jean Marie McCarthy | 716-332-1711 | Rodney Early | 716-551-4211 |
| New York, NY | U.S. Court of Appeals, 2d Circuit 40 Foley Square Room 1705 | 212-298-9800 | 212-857-8598 | Rosa Diaz Alfredo Galan Jeanine Cook | 212-857-8593 212-857-8592 212-857-8594 | Roseann MacKechnie | 212-857-8500 |
| Rochester, NY | U.S. Courthouse 100 State Street Room 2200C | 585-232-4515 | 716-263-6263 | Susan Oogjen Darla Indralingam | 585-263-3108 716-263-6263 | Rodney Early | 716-551-4211 |
| Syracuse, NY | U.S. Courthouse 100 So. Clinton Street Room 1440 | 315-422-6188 | 315-448-0522 | Rick Heuser Mike Pisegna | 315-234-8527 315-234-8530 | Larry Baerman | 315-234-8500 |

JANUARY 28, 2003

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| SITE | ADDRESS | VIDEO DIAL-IN NUMBER | VIDEO ROOM PHONE NO. | CONTACT PERSON | CONTACT NO. | CLERK OF COURT | TELEPHONE NO. |
|-----------------|---|-------------------------------------|-------------------------------------|---|--|-------------------------------|--------------------------|
| Brattleboro, VT | U.S. Post Office & Courthouse 204 Main Street Room 201 | 802-254-0227 | | Austin Burbank Jason Bushey Michael Dunavin | 802-254-0250 802-951-6395 X 125 802-951-6395 X 122 | Richard Wasko | 802-951-6395 X 111 |
| Burlington, VT | Federal Building & Courthouse 11 Elmwood Avenue Room 506 | 802-651-8964 | | Michael Dunavin Jason Bushey | 802-951-6395 X 122 802-951-6395 X 125 | Richard Wasko | 802-951-6395 X 111 |
| Rutland, VT | U.S. Bankruptcy Court The Opera House 67 Merchants Row 2 nd Floor | 802-776-2039 | | Kevin Plew Terri Satterlee | 802-776-2016 802-776-2010 | Thomas J. Hart | 802-776-2000 |